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Minutes

Library Advisory Board

2000

April 5, 2000

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MINUTES OF THE LIBRARY ADVISORY BOARD
April 5, 2000

The meeting was convened by Dr. Newton Key, chair, at 4:00 p.m. in the McAfee Tower Conference Room.

Present: Rosemary Buck, Ian Davis, Steve Davis, Joyce Easter, Robert Fischer, Alan Grant, Barbara Kemmerer, Newton Key, Allen Lanham, Brian Pritschet, John Weber, Bailey Young.
Excused: Valencia Browning, Martha Jane Harris, Ted Weidner

I. Approval of Minutes

The minutes of the March 1, 2000 meeting were approved.

II. Communications

A. Nominations

Dr. Key received three nominations for LAB officers for FY2001– Alan Grant for Chair and Rosemary Buck for Vice Chair; Joyce Easter was also nominated and has declined.

B. Other

Communication was received by Dr. Key from Dr. Harris and Dr. Weidner notifying him of their inability to attend the April 5 meeting. Dr. Weidner noted that the CDB will begin construction of the library soon. FPM recommended to the VPBA to provide \$162,000 to get the windows replaced in the 1968 wing. Dr. Weidner will be leaving Eastern at the end of the semester and noted he will advise the VPBA that a new ex-officio representative from Business Affairs will need to be appointed.

Dr. Key noted that the LAB minutes from February and March need to be posted on the web. Action is being taken.

III. Old Business

A. Library Calendar for FY2001

Deadline for comments was March 13. The library calendar was sent to print and is ready.

B. Archivist

A temporary archivist, Anke Voss-Hubbard, has been hired to help process the backlog of materials in the Archives. Anke teaches the archival course in the EIU Historical Administration program and the archival course in the Library and Information Sciences program at the U of I. She was trained at SUNY-Albany, and worked at the Rockefeller Archives in New York. She will work full time until June 30.

C. Other

No other old business was in order.

IV. New Business

A. Elections

Dr. Young made a motion to approve by acclamation the chair and vice-chair for the next year. Dr. Easter seconded the motion. Dr. Grant was named chair and Dr. Buck was named vice chair by unanimous vote.

B. Dean's Report

1. Thanks for service to the LAB

Dr. Lanham thanked the Library Advisory Board members for their time and service throughout the FY00 school year.

2. Assessment Activities

A copy of the Patron Satisfaction Survey was included in the handouts. The Patron Satisfaction Survey will be taken during National Library Week, April 10-16.

A draft of the faculty electronic resource survey was also included in the handouts. Discussion ensued and suggestions were made regarding ways to improve the survey.

3. National Library Week

The book sale will take place on Wednesday, April 12 in the east bleachers of the north gym. The library has received approximately 50 cartons of donated books, some of which have been added to the collection; the rest will go on sale.

Dr. Young will be giving a presentation on the history of universities and libraries on April 26 in the Tower Conference room. To register to attend the presentation, call the office at 6061.

4. Booth Renovation/Expansion

Two of the add alternates were recommended to be included in the renovation. Eastern will provide approximately \$138,000 to replace the windows in the 1968 wing and \$30,000 to refinish the exterior limestone of the 1950 wing. Dr. Lanham has asked Dr. Weidner to communicate with him regarding how Eastern will identify the funds. The general contractor was to be announced by the Capital Development Board this week; the announcement has not yet been made.

5. Publications

The library calendar is ready and will be distributed on campus, posted on the doors of the library branches, and made available at all library desks. Additionally, NoteBooth was distributed this week.

6. Planning FY2002 process for Library Services

The measurements for the various initiatives are currently under revision and are due on April 10.

7. Other

Barb Cressman, Assistant Head of Circulation has resigned effective April 7. A national search will take place to fill the position.

The Assistant Professor of Media Services position has been readvertised to get a larger pool of candidates. The Government Documents and Reference position has been filled by Jocelyn Tipton, who will arrive at the end of June.

Dr. Easter commented that the Chemistry faculty is happy with the ACS access to the journals, however the figures are not available in the journals. Dean Lanham will check on this.

Dr. Key inquired as to the status of the jazz collection. Dean Lanham responded that he sent a survey to the music faculty to get input into their music needs. Dean Lanham met with the new music-history teacher, Peter Lowen, and discussed his requirements for music history. Dean Lanham arranged with Sony-Columbia to get a promotional rate on CDs; 700 CDs were ordered covering all listening categories. The music faculty are to provide a list of their needs and they will be accommodated. It is up to the bibliographers to request the materials the faculty need. Recordings by thirty additional jazz performers have been ordered to complement the collection.

Dr. Buck commented that the library staff has been very helpful and is doing an excellent job. She asked who would be in charge of the move back to the renovated library when Dr. Weidner leaves. Dean Lanham responded that Dr. Weidner's staff would be handling the move.

Mr. Davis inquired if the library hours were determined by student use of Booth Library. Dean Lanham responded that it was so while also taking into consideration staff needs.

Dr. Key commented that several people will be rotating off the Library Advisory Board – Dr. Young, Dr. Kemmerer, Dr. Pritschet, and Dr. Fischer. The board members thanked them for their service.

V. Adjournment

The meeting adjourned at 5:00 p.m.